



D.C. DEPARTMENT OF GENERAL SERVICES

REQUEST FOR PROPOSALS

DESIGN-BUILD SERVICES FOR ELEVEN DPR PLAYGROUNDS

January 22, 2013

Proposal Due Date: February 14, 2013 by 2:00 p.m. EST

Preproposal Conference: January 30, 2013 at 12:30 p.m. EST

to be held at:

**Frank D. Reeves Center
2nd Floor Community Room
2000 14th Street, NW
Washington, DC 20009**

Contact: Thomas D. Bridenbaugh
Leftwich & Ludaway, LLC
1400 K Street, NW
Suite 1000
Washington, D.C. 20005
Phone: (202) 434-9100

Solicitation Number: DCAM-13-CS-0106

Executive Summary

The District of Columbia Department of General Services (DGS or Department) is issuing this Request for Proposals to engage contractors to provide design-build services for eleven (11) playgrounds located in Washington, DC. These playgrounds will be installed at the following Department of Parks and Recreation (DPR) sites: (i) Emery Recreation Center; (ii) Upshur Recreation Center; (iii) Brentwood Park; (iv) Benning Park Community Center; (v) Harry Thomas Sr. Recreation Center; (vi) Harrison Recreation Center; (vii) Douglass Community Center; (viii) Fort Stevens Recreation Center; (ix) Hamilton Recreation Center; (x) Newark Community Gardens; and (xi) Banneker Community Center. The scope of services is further outlined below and generally includes design-build services to install new playgrounds, and may generally include new tot lots and play equipment, and various other site improvements, based on existing conceptual designs (the “Project”).

A.1. Project Delivery Method

The Department plans to deliver this project through a design-build delivery method. Concept designs for each site have been completed and are included as **Attachments A1-A11** (“Concept Design”) along with narrative scopes of work, aerial site images, and play equipment requirements for each site. DPR site amenity standards are also included as **Attachment G**. The selected Design-Builder will be required to complete the design and install all of the work necessary to complete the Project. The Design-Builder’s work will be divided into two phases: (i) the Preconstruction/Design Phase, and (ii) the Construction Phase. During the Preconstruction/Design Phase the Design-Builder shall prepare such drawings as may be required to describe the work and to obtain the necessary permits. Such drawings shall be submitted to the Department for its review and approval prior to proceeding with construction. During the Construction Phase, the Design-Builder will implement the approved drawings, providing all labor, materials, supervision and other services as may be necessary to accomplish this task. The Department reserves the right to award the work for each site to separate contractors, or to award the work for multiple sites to the same contractor.

A.2 Form of Contract

The Form of Contract will be issued by addendum. Offerors should carefully review the Form of Contract when submitting their proposal. To the extent there are any inconsistencies between this RFP and the Form of Contract, the Form of Contract shall prevail. Offerors are further advised that they are required to submit their proposal premised upon entering into a contract that is substantially similar to the Form of Contract and that any proposed changes to the Form of Contract must be clearly identified and described in their proposal. A proposal that fails to specifically identify and describe the requested changes shall be deemed non-responsive.

A.3 Lump Sum Price

As will be more fully described in the Form of Contract, this will be a Lump Sum type contract. Offerors will be required to submit with their proposal a Lump Sum price for the work. The Lump Sum Fee shall include sufficient funds to cover all of the expenses necessary to complete the Project, including, but not limited to, profit, home and field office overhead, supervision, labor, materials, equipment, bonds, insurance and such professional services as may be required to complete the design and obtain the necessary permits. Offerors will be required to submit with their proposal an Offer Letter in substantially the form of **Attachment B** on the Offeror's letterhead setting forth its Lump Sum price, as well as a preliminary schedule of values.

Offerors will also be required to submit a schedule of values which breaks the Lump Sum price into the various elements that are shown in the conceptual design. In the event that the budget is inadequate to support all of the desired elements, the selected Design-Builder will be required to work with the Department to determine what improvements fit within the budget and what is most important to these stakeholders.

A.4 Incentives for On-time; On-Budget Completion & Meeting Workforce Goals

In the event the Project is both (i) substantially complete no later than the substantial completion dates identified herein and in the form of contract, and (ii) delivered for less than the Lump Sum established in the Contract, the Lump Sum shall be increased by Two Percent (2%). If these goals are not met, the Lump Sum will be reduced by Two Percent (2%). In addition, if the Design-Builder meets the Workforce Utilization Requirement discussed in **Section A.5** below, the Lump Sum will be increased by One Half of One Percent (0.5%). In determining whether these goals have been met, the decision will be made irrespective of fault and regardless of whether the cause for failing to achieve these goals was within the Design-Builder's control.

A.5 Economic Inclusion

The Department requires that Local, Small and Disadvantaged Business Enterprises ("LSDBEs") participate in this project to the greatest extent possible and desires that such businesses perform at least fifty percent (50%) of the work under this procurement. At least thirty five percent (35%) must be awarded to entities that are certified as either Small or Disadvantaged Business Enterprises by the District of Columbia Local Business Opportunity Commission, and twenty percent (20%) to entities that are certified as Disadvantaged Business Enterprises. The Department will also require that the selected design-builder and all of its subconsultants, subcontractors, and suppliers, enter into a First Source Employment Agreement with the Department of Employment Services and hire fifty-one percent (51%) District residents for all new jobs created on the project. Please see **Part C** of this RFP for additional information.

In addition to LSDBE participation as described above, the Department requires that District residents participate in the Project to the greatest extent possible. Prior to execution of the Contract, the Department will establish a minimum requirement for the percentage of labor hours

worked by District residents on the project (such requirement, the “Workforce Utilization Requirement”). Offerors shall submit with their proposals a Workforce Utilization Plan outlining how they intent to increase participation by DC residents in the performance of the work on this Project.

A.6 Selection Criteria

Proposals will be evaluated in accordance with **Part D** of this RFP. The following evaluation criteria will be used:

- Experience & References (20 points)
- Key Personnel (10 points)
- Project Management Plan (10 points)
- Preliminary Project Schedule (10 points)
- Cost (40 points)
- LSDBE Compliance/Utilization (5 points)
- Workforce Utilization (5 points)

A.7 Procurement Schedule

The schedule for this procurement is as follows:

- | | |
|---|---------------------------------|
| • Issue RFP | - January 22, 2013 |
| • Pre-proposal Conference | - January 30, 2013 at 12:30 pm |
| • Last Day for Questions/Clarifications | - February 7, 2013 |
| • Proposals Due | - February 14, 2013 at 2:00 pm |
| • Notice of Award | - on or about February 28, 2013 |

A.8 Attachments

Attachments A1-A11	- Concept Designs, Narrative Scopes of Work, Aerial Site Maps and Play Equipment Requirements
Attachment B	- Form of Offer Letter and Preliminary Schedule of Values
Attachment C	- Disclosure Statement
Attachment D	- Tax Affidavit
Attachment E	- Davis-Bacon Wage Rates
Attachment F	- Bid Guaranty Certification
Attachment G	- DPR Site Amenity Standards

SECTION B SCOPE OF WORK

B.1 Scope of Work

The selected Contractor(s) will be required to provide design-build services at one or more of eleven (11) playgrounds at DPR sites located in Washington, DC. These playgrounds will be installed at: (i) Emery Recreation Center; (ii) Upshur Recreation Center; (iii) Brentwood Park; (iv) Benning Park Community Center; (v) Harry Thomas Sr. Recreation Center; (vi) Harrison Recreation Center; (vii) Douglass Community Center; (viii) Fort Stevens Recreation Center; (ix) Hamilton Recreation Center; (x) Newark Community Gardens; and (xi) Banneker Community Center, as indicated in **Attachments A1-A11**. The scope of work generally includes design-build services to install new playgrounds, each of which may include a new tot lot and play equipment, and various other site improvements, based on existing conceptual designs. Without limiting the generality of the foregoing, the selected Design-Builder shall be required to provide all of the design services, labor, materials and supervision necessary to accomplish this task. Certain sites may include imaginative play areas, fitness trails and/or parcourse equipment, tennis courts, public art, basketball courts, climbing walls, community gardens, nature trails and rain gardens. The Design-Builder's work will be divided into two Phases: (i) the Preconstruction/Design Phase; and (ii) the Construction Phase.

B.1.1 During the Preconstruction/Design Phase, the Design-Builder will be required to prepare all necessary drawings for the Department's approval prior to the commencement of the Construction Phase. Phase 1 Environmental Assessments will be required for each site, as well as Archeological Surveys (as required).

B.1.2 During the Construction Phase, the selected Design-Builder shall carry out such activities as are necessary to complete the construction in the approved design documents. The Design-Builder shall be responsible for providing all of the necessary supervision, labor and materials to fully complete the work described in **Attachments A1-A11**. Play equipment requirements are also included in **Attachments A1-A11**. Offerors should carry the following allowances for play equipment in their Lump Sum Price:

- Emery Recreation Center: \$250,000
- Upshur Recreation Center: N/A
- Brentwood Park: \$250,000
- Benning Park Community Center: \$300,000
- Harry Thomas Sr. Recreation Center: \$250,000
- Harrison Recreation Center: \$250,000
- Douglass Community Center: \$250,000
- Fort Stevens Recreation Center: \$250,000
- Hamilton Recreation Center: \$250,000
- Newark Community Gardens: \$200,000
- Banneker Community Center: \$250,000

B.1.3 Green Sustainability Requirements

B.1.3.1 Required Measurables/Data. The Design-Builder will be required to document these elements of the Project on the design documents, where the elements are incorporated:

- Rates of existing storm water run-off compared to new rate of storm water management (Section 3 of the "Existing Buildings & Small Projects Guide" issued by the former DRES in June 2011 should be used as a guide and will be provided to the selected Design-Builders.) Qualifiers should be both quality (total suspended solids) and quantity (volume).
- Number of new trees planted.
- Square footage/acreage of new community garden space (planting area only).
- Square footage of new storm water retention areas such as rain gardens, bio swales, etc. and volume of run-off retention capacity.
- Square footage of green roof on pavilions, etc.

B.1.3.2 Preferable Design Elements. If applicable, the following design elements should be incorporated:

- LED lighting possibly powered by solar.
- Motion activated lighting.
- Spray park jets motion sensitive or with flow control valves.
- Spray park on recirculating systems (rather than a flow to drain system).
- Green roofs on shade shelters, where possible.
- Rainwater collection for garden watering to nearby facilities.
- Native landscape plantings (where once established, native plants will not need fertilizers, herbicides, pesticides or watering).
- Recycled/recyclable materials where possible (signage, message boards, etc.).
- Solar powered products, with panels on shade structures to offset grid power needs.
- Keep trees and topsoil as undisturbed as possible.
- Efficient irrigation practices (drip irrigation tied to the DPR Central Irrigation System).
- Low VOC paint and other materials.

B.1.3.23 Citywide Goals. The Department has the following goals for each of these project sites:

- Stormwater: In coordination with the District's MS4 Permit, adopt the design, construction and recommended maintenance of stormwater controls to achieve on-site retention of 1.2" of stormwater from a 24-hour storm with a 72-hour antecedent dry period through evapotranspiration, infiltration and/or stormwater harvesting and use.
- Tree Canopy: Prioritize the inclusion of Native and Adaptive Trees that will assist in meeting the District's 40% Tree Canopy Goal by 2035.

B.2 Key Personnel

In its proposal, each Offeror will be required to identify its key personnel. Key personnel shall include, at a minimum, the following individuals: (i) the Project Executive; (ii) the Field Superintendent; and (iii) the Project Manager who will be responsible for this Project. The Offeror shall also identify the landscape architect and the civil engineer that will develop the designs for this project, as well as the certified arborist where required. In this regard, Offerors should submit a resume of the proposed firm as well as the specific individual that will be assigned to this project. The Design-Builder will not be permitted to reassign any of the key personnel unless the Department approves the proposed reassignment and the proposed replacement. Please provide a table that identifies the specific staff that will be assigned to this project. The table should include: (i) the individual's name (if known); (ii) his or her title; (iii) his or her level of effort (i.e. the percentage of time devoted to this project); and (iv) the time periods during which the individual will be assigned to the project. This table should include all personnel that will be assigned to the project.

B.3 Licensing, Accreditation and Registration

The Design-Builder and all of its subcontractors and subconsultants (regardless of tier) shall comply with all applicable District of Columbia, state, and federal licensing, accreditation, and registration requirements and standards necessary for the performance of the contract. Without limiting the generality of the foregoing, all drawings shall be signed and sealed by a professional architect or engineer licensed in the District of Columbia.

B.4 Conformance with Laws

It shall be the responsibility of the Design-Builder to perform under the contract in conformance with the Department's Procurement Regulations and all statutes, laws, codes, ordinances, regulations, rules, requirements, orders, and policies of governmental bodies.

B.5 Davis-Bacon Act

The Davis-Bacon Act is applicable to this Project. As such, the Design-Builder and its trade subcontractors shall comply with the wage and reporting requirements imposed by that Act.

B.6 Apprenticeship Act

The Apprenticeship Act shall apply to this contract, and the Design-Builder and all of its trade subcontractors shall be required to comply with that act.

B.7 Time is of the Essence

Time is of the essence with respect to the contract. The Project must be substantially complete by the following dates:

- Emery Recreation Center: June 21, 2013
- Upshur Recreation Center: August 15, 2013
- Brentwood Park: June 21, 2013
- Benning Park Community Center: September 20, 2013
- Harry Thomas Sr. Recreation Center: September 30, 2013
- Harrison Recreation Center: June 21, 2013
- Douglass Community Center: September 30, 2013
- Fort Stevens Recreation Center: September 30, 2013
- Hamilton Recreation Center: September 30, 2013
- Newark Community Gardens: September 30, 2013
- Banneker Community Center: September 30, 2013

As such, the Design-Builder must dedicate such personnel and other resources as are necessary to ensure that the Project is completed on-time and in a diligent, skilled, and professional manner.

SECTION C ECONOMIC INCLUSION

C.1 Preference for Small, Local, and Disadvantaged Business Enterprises

General: Under the provisions of the Small, Local, and Disadvantaged Business Enterprise Development and Assistance Act of 2005, D.C. Law 16-33 (codified at D.C. Code § 2-218.01 et seq.), preferences shall be given to Offerors that are certified by the Department of Small and Local Business Development as being a small business enterprise, having resident business ownership, having a longtime resident business, being a local business enterprise, being a disadvantaged business enterprise, being a local business enterprise with its principal office located in an enterprise zone, being a veteran-owned business enterprise, or being a local manufacturing business enterprise. (A copy of the certification acknowledgment letter must be submitted with the Offeror's Proposal.) In accordance with these laws, the following preferences shall be awarded in evaluating an Offeror's proposal:

- Three (3) preference points shall be awarded if the Offeror is certified as having a small business enterprise.
- Five (5) preference points shall be awarded if the Offeror is certified as having a resident business ownership.
- Five (5) points shall be awarded if the Offeror is certified as having a longtime resident business.
- Two (2) preference points shall be awarded if the Offeror is certified as a local business enterprise.
- Two (2) preference points shall be awarded if the Offeror is certified as being a local business enterprise with its principal office located in an enterprise zone.
- Two (2) preference points shall be awarded if the Offeror is certified as a disadvantaged business enterprise.
- Two (2) preference points shall be awarded if the Offeror is certified as a veteran-owned business enterprise.
- Two (2) preference points shall be awarded if the Offeror is certified as a local manufacturing business enterprise.

Offerors may qualify for more than one of these categories, so that the maximum number of points available under this section is 12 points.

Information: For information regarding the application process, contact the Department of Small and Local Business Development at the following address or telephone number:

Department of Small and Local Business Development
One Judiciary Square Building
441 4th Street, NW, 9th Floor
Washington, DC 20001
(202) 727-3900 (Telephone Number)
(202) 724-3786 (Facsimile Number)

C.2 SLDBE Participation

The Department requires that significant participation by business enterprises certified by the Department of Small and Local Business Development as: (i) a local business enterprise; (ii) a small business enterprise; (iii) a disadvantaged business enterprise; (iv) having a owned resident business; (v) being a longtime business resident; or (vi) having a local business enterprise with its principal office located in an enterprise zone. Accordingly, and in addition to the preference points conferred by **Section C.1**, the Department requires that business enterprises so certified must participate in at least 50% of the development. Of this amount, 35% must be awarded to entities that are certified as either Small or Disadvantaged Business Enterprises by the District of Columbia Local Business Opportunity Commission and 20% to entities that are certified as Disadvantaged Business Enterprises. Offerors will be required to submit a Local Business Enterprise Utilization Plan with their proposals. The Utilization Plan must demonstrate how this requirement will be met and, to the extent possible at this stage in the project, should identify the specific firms that will be used and their respective roles.

C.3 Residency Hiring Requirements for Contractors and Subcontractors

At least fifty-one percent (51%) of the Offeror's Team and every subconsultant's employees hired after the Offeror enters into a contract with the Department, or after such subconsultant enters into a contract with the Offeror, to work on this project, shall be residents of the District of Columbia.

Upon execution of the contract, the Offeror and all of its member firms, if any, and each of its subcontractors and subconsultants shall submit to the Department a list of current employees that will be assigned to the project, the date that they were hired and whether or not they live in the District of Columbia.

The Offeror shall comply with subchapter X of Chapter II of Title 2, and all successor acts thereto, including by not limited to the *Workforce Intermediary Establishment and Reform of First Source Amendment Act of 2011*, and the rules and regulations promulgated thereunder. The Offeror and all member firms, subcontractors, tier subcontractors, subconsultants, and suppliers with contracts in the amount of \$100,000 or more shall be required to comply with the following: (i) enter into a First Source Employment Agreement with the D.C. Department of Employment Services ("DOES") upon execution of the contract; (ii) submit an executed First Source Agreement to DOES prior to beginning work on the project; (iii) make best efforts to hire at least 51% District residents for all new jobs created by the project; (iv) list all employment vacancies with DOES; (v) submit monthly compliance reports to DOES by the 10th of each month; (vi) at least 51% apprentices and trainees employed must be residents of the District registered in program approved by the D.C. Apprenticeship Council; and (vii) trade contractors and subcontractors with contracts in the amount of \$500,000 or more must register an apprenticeship program with the D.C. Apprenticeship Council.

C.4 Apprenticeship Act

The D.C. Apprenticeship Act of D.C. Law 2-156, (“Act”) (codified at D.C. Code 32-1401 *et seq.*) as amended shall apply to this project. All subcontractors selected to perform work on the project on a craft-by-craft basis shall be required to comply with this Act. All terms and conditions of the D.C. Apprenticeship Council Rules and Regulations shall be implemented. Please note that 35% of all apprenticeship hours worked must be performed by District residents. The Contractor shall be liable for any subcontractor non-compliance.

SECTION D EVALUATION AND AWARD CRITERIA

D.1 Evaluation Process

The Department shall evaluate submissions and any best and final offers in accordance with the provisions of this **Section D** and the Department's Procurement Regulations.

D.2 Evaluation Committee

Each submission shall be evaluated in accordance with this **Section D** by an Evaluation Committee. The Evaluation Committee shall prepare a written report summarizing its findings and submit the same to the source selection official. Based on the information submitted by the Offerors in response to this RFP and the report prepared by the Evaluation Committee, the source selection official shall select the Offeror(s) whose submissions are determined by the source selection official to be the most advantageous to the Department.

D.3 Oral Presentation

The Department does not intend to interview Offerors; however, the Department reserves the right to interview Offerors in the competitive range if necessary. If the Department conducts such interviews, each Offeror within the competitive range shall make an oral presentation to the Department's Evaluation Committee, and participate in a question and answer session. The purpose of the oral presentation and the question and answer session is to permit the Evaluation Committee to fully understand and assess the qualifications of each Offeror and the Offeror's key personnel. The submission will be re-scored at the conclusion of the oral presentation.

D.3.1 Length of Oral Presentation

Each Offeror will be given up to 60 minutes to make the presentation. At the end of the initial presentation, there will be a break for approximately 45 minutes for the Evaluation Committee to assess the presentation and prepare questions. The Offeror will then respond to questions from the Department's Evaluation Committee for no more than 90 minutes.

D.3.2 Schedule

The order of presentation will be selected randomly and the Offerors will be informed of their presentation date before the beginning of oral presentations. The Department reserves the right to reschedule any Offeror's presentation at the discretion of the contracting officer.

D.3.3 Offeror Attendees

The oral presentation will be made by the Offeror's personnel who will be assigned the key jobs for this project. Each Offeror will be limited to 7 persons. The job functions of the persons attending the presentation will be considered to be an indication of the Offeror's assessment of

the key areas of responsibility that are deemed essential to the successful completion of the project.

D.3.4 Topics

The Offeror may present information about its capabilities and special qualifications to serve as a contractor for this Project, including the qualifications of key personnel.

D.4 Proposal Evaluation

Each proposal will be scored on a scale of 1 to 100 points. In addition, Offerors will be eligible to receive up to 12 preference points as described in **Section C.1** of this RFP for participation by Local, Small or Disadvantaged Business Enterprises. Thus, the maximum number of points possible is 112. The contract will be awarded to the contractor with the highest evaluated score.

D.4.1 Experience & References (20 points)

The Department desires to engage a Design-Builder with the experience necessary to realize the objectives set forth in the RFP. The construction component of each Design-Builder (the “Contractor”) will be evaluated based on their demonstrated experience in: (i) constructing green play areas and parks; (ii) construction or renovation projects in an urban setting; (iii) knowledge of, and access to, the local subcontracting market; and (iv) knowledge of the local regulatory agencies and Code Officials. If the Offeror is a team or joint venture of multiple companies, the Evaluation Panel will consider the experience of each member of the team or joint venture in light of their role in the proposed team or joint venture. This element of the evaluation will be worth up to twenty (20) points.

D.4.2 Key Personnel (10 points)

The Department desires that the builder assign the appropriate number of personnel having the necessary seniority to implement a project of this type. The personnel should have experience working together and each such individual should have the necessary level of experience and education for his or her proposed role. Proposals should identify, at a minimum, (i) the Project Executive; (ii) the Field Superintendent; (iii) the Project Manager; (iv) the landscape architect; and (v) the civil engineer who will be assigned to this Project. The availability and experience of the key individuals assigned to this Project will be evaluated as part of this element. Please provide a table that identifies the specific staff that will be assigned to this project. The table should include: (i) the individual’s name (if known); (ii) his or her title; (iii) his or her level of effort (i.e. the percentage of time devoted to this project); and (iv) the time periods during which the individual will be assigned to the project. This table should include all personnel that will be assigned to the project. Please identify whether the personnel will be funded from general conditions or whether they are home or regional office personnel that are non-reimbursable (i.e. funded from fee). This element of the evaluation will be worth up to ten (10) points.

D.4.3 Cost (40 points)

Offerors will be required to bid a Lump Sum Price. This element of the evaluation will be worth up to forty (40) points.

D.4.4 Project Management Plan (10 Points)

Offerors are required to submit a Project Management Plan. The Project Management Plan should clearly explain how the Design-Builder intends to manage and implement the Project. It should demonstrate a knowledge of the process and impediments that must be overcome and ensure that sufficient staffing will be provided. At a minimum, the plan should: (i) identify the key personnel and their specific roles in managing the Project; (ii) identify the key milestone dates and provide a description of how these dates will be achieved; (iii) provide a skeletal schedule of the work and the phasing of construction; (iv) describe the cost control management structures that will be used to ensure the Project is delivered on-budget; and (v) describe the key challenges inherent in this Project and explain how they will be overcome or mitigated. The Department will also consider the experience that the Design-Builder and its team members have working together on similar projects. This element of the evaluation is worth up to ten (10) points.

D.4.5 Preliminary Construction Schedule (10 points)

Offerors should submit with their Project Management Plan a schedule that shows the anticipated manner in which the Project will be constructed. The schedule should show sufficient level of detail so as to demonstrate the Offeror's understanding of the Project and the key issues related to the Project. This element of the evaluation is worth up to ten (10) points.

D.4.6 LSDBE Compliance/Utilization (5 points)

The Department desires the selected design-builder provide the maximum level of participation for Local, Small and Disadvantaged Business Enterprises as well as employment opportunities for District of Columbia residents. Offerors will be evaluated in light of their demonstrated experience in meeting such goals and their proposed LSDBE Utilization Plan. This factor of the evaluation will be worth up to five (5) points.

D.4.7 Workforce Utilization Plan (5 points)

The Department desires the selected design-builder to provide the maximum level of participation by District of Columbia residents in performing the work. As part of their proposals, Offerors must provide a Workforce Utilization Plan which demonstrates how it will identify qualified District residents to perform work on the project and increase participation by District residents. This element of the evaluation will be worth up to five (5) points.

SECTION E PROPOSAL ORGANIZATION AND SUBMISSION

This section outlines specific information necessary for the proper organization and manner in which Offerors' Proposals should be proffered. References are made to other sections in this RFP for further explanation.

E.1 Submission Identification

Submissions shall be proffered in an original and eight (8) copies. The Offeror's submission shall be placed in a sealed envelope conspicuously marked: "Proposal for Design-Build Services at Eleven DPR Playgrounds".

E.2 Delivery or Mailing of Submissions

Submissions should be delivered or mailed to:

DC Department of General Services
Att'n: JW Lanum
Frank D. Reeves Center
2000 14th Street, NW, 8th Floor
Washington, DC 20009

E.3 Date and Time for Receiving Submissions

Submissions shall be received no later than 2:00 pm EST, on February 14, 2013. The Offeror assumes the sole responsibility for timely delivery of its Submission, regardless of the method of delivery.

E.4 Submission Size, Organization and Offeror Qualifications

All submissions shall be submitted on 8-1/2" x 11" bond paper and typewritten. Telephonic, telegraphic, and facsimile submissions shall not be accepted. The Department is interested in a qualitative approach to presentation material. Brief, clear and concise material is more desirable than quantity. The submission shall be organized as follows:

E.4.1 Bid Form

Each Offeror shall submit a bid form substantially in the form of **Attachment B**. Material deviations, in the opinion of the Department, from the bid form shall be sufficient to render the proposal non-responsive.

E.4.2 Disclosure Form

Each Offeror shall submit a Disclosure Statement substantially in the form of **Attachment C**.

E.4.3 Executive Summary

Each Offer should provide a summary of no more than three pages of the information contained in the following sections.

E.4.4 General Team Information and Firm(s) Data

Each Offeror should provide the following information for the Design-Builder and each of its subconsultants.

- A. Name(s), address(es), and role(s) of each firm (including all sub-consultants)
- B. Firm profile(s), including:
 - i. Age
 - ii. Firm history(ies)
 - iii. Firm size(s)
 - iv. Areas of specialty/concentration
 - v. Current firm workload(s) projected over the next year
 - vi. Provide a list of any contract held by the Offeror where the contract was terminated (either for default or convenience). This list should also identify any contracts that resulted in litigation or arbitration between the Owner and the Offeror. If the Offeror has multiple offices, only contracts held by the office submitting this proposal need be listed.
- C. Description of the team organization and personal qualifications of key staff, including:
 - i. Identification of the single point of contact for the Design-Builder.
 - ii. Organizational chart illustrating reporting lines and names and titles for key participants proposed by the team.
 - iii. Resumes for each key participant on the team, including definition of that person's role, relevant project experience, and current workload over the next two years.

- iv. Experience that the key team members have working together.

E.4.5 Relevant Experience and Capabilities

- A. Detailed descriptions of no more than eight (8) projects that best illustrate the team's experience and capabilities relevant to this project. On each project description, please provide all of the following information in consistent order:
 - i. Project name and location
 - ii. Name, address, contact person and telephone number for owner reference
 - iii. Brief project description including project cost, square footage, firm's scope of work, and key firm strengths exhibited
 - iv. Identification of personnel involved in the selected project who are proposed to work on this project
 - vi. Project process and schedule data including construction delivery method, and construction completion date (any unusual events or occurrences that affected the schedule should be explained)
 - vii. Construction cost data including pre-construction budget, and actual construction cost (if actual construction cost exceeds original, please explain why)

E.4.6 Project Management Plan

Each Offeror should submit a Project Management Plan that addresses the issues set forth in Section D.4.4 of this RFP.

E.4.7 Preliminary Project Schedule

Each Offeror should prepare a preliminary project schedule that shows how the Offeror intends to complete the project in a timely manner. The schedule should be prepared using a critical path method and should show key logic ties and activity durations. The schedule should demonstrate that the Offeror understands the project and has a workable method to deliver the project in a timely manner.

E.4.8 Cost Information

Offerors will be required to bid a Lump Sum Price. Each Offeror should also include a preliminary schedule of value that contains a sufficient level of detail so as to permit the Department to determine whether the Offeror has adequately scoped the Project (an electronic form of the schedule of values is available for download at

<https://leftwichlaw.box.com/shared/static/ygekvll3vs64ud1tair2.xls>. This element of the evaluation is worth up to forty (40) points.

E.4.9 Local Business Utilization Plan

Each Offeror must submit a proposed Local Business Utilization Plan that identifies the specific certified business enterprises that will participate in the contract and their anticipated roles. In addition, each Offeror should provide: (i) a narrative description of similar projects and the Offeror's success in meeting such goals; and (ii) a chart, in summary form, that identifies the Offeror's major public projects over the last five years and its success in achieving such goals (creativity should be displayed regarding joint-venture and subcontractor agreements).

E.4.10 Workforce Utilization Plan

Each Offeror must submit a Workforce Utilization Plan that describes how the Offeror will increase participation by District residents in performing the labor necessary for the Project. The plan should set forth how specifically the Offeror will implement its plan to increase participation by District residents. The Offeror shall also provide a chart, in summary form, that depicts the level of participation by District residents in past projects with the District.

E.4.11 Tax Affidavit

Each Offeror must submit a tax affidavit substantially in the form of **Attachment D**. In order to be eligible for this procurement, Offerors must be in full compliance with their tax obligations to the District of Columbia government.

SECTION F BIDDING PROCEDURES & PROTESTS

F.1 Contact Person

For information regarding this RFP please contact:

Thomas D. Bridenbaugh
Leftwich & Ludaway, LLC
1400 K Street, NW
Suite 1000
Washington, D.C. 20005
Phone: (202) 434-9100
Facsimile: (202) 783-3420

Any written questions or inquiries should be sent to Thomas Bridenbaugh at the address above.

F.2 Preproposal Conference

A preproposal conference will be held on January 30, 2013 at 12:30 p.m. The conference will be held at the Frank D. Reeves Center, 2nd Floor Community Room, 2000 14th Street, NW, Washington, DC 20009. Interested Offerors are strongly encouraged to attend.

F.3 Explanations to Prospective Offerors

Each Offeror should carefully examine this Request for Proposals and any and all amendments, addenda or other revisions, and thoroughly familiarize itself with all requirements prior to proffering a submission. Should an Offeror find discrepancies or ambiguities in, or omissions from, the RFP and amendments, addenda or revisions, or otherwise desire an explanation or interpretation of the RFP, any amendments, addenda, or revisions, it must submit a request for interpretation or correction in writing. Any information given to an Offeror concerning the solicitation shall be furnished promptly to all other Offerors as an amendment or addendum to this RFP if in the sole discretion of the Department that information is necessary in proffering submissions or if the lack of it would be prejudicial to any other prospective Offerors. Oral explanations or instructions given before the award of the contract shall not be binding.

Requests should be directed to Thomas Bridenbaugh at the address listed in Section F.1 no later than the close of business on February 7, 2013. The person making the request shall be responsible for prompt delivery.

F.4 Protests

Protests shall be governed by Section 4734 of the Department's Procurement Regulations (27 DCMR § 4734). Protests alleging defects in this solicitation must be filed prior to the time set for receipt of submissions. If an alleged defect does not exist in this initial RFP, but was

incorporated into the RFP by an amendment or addendum, a protest based on that defect must be filed before the next closing time established for proffering submissions. In all other cases, a protester shall file the protest within ten (10) days after the protester knows or should have known, whichever is earlier, of the facts and circumstances upon which the protest is based. All protests must be made in writing to the Department's Chief Contracting Officer ("CCO") and must be filed in duplicate. Protests shall be served on the Department by obtaining written and dated acknowledgment of receipt from the Department's CCO. Protests received by the Department after the indicated period shall not be considered. To expedite handling of protests, the envelope shall be labeled "Protest".

This section is intended to summarize the bid protest procedures and is for the convenience of the Offerors only. To the extent any provision of this section is inconsistent with the Procurement Regulations, the more stringent provisions shall prevail.

F.5 Contract Award

This procurement is being conducted in accordance with the provisions of Section 4712 of the Department's Procurement Regulations (27 DCMR § 4712).

F.6 Retention of Submissions

All submissions shall be retained by the Department and therefore shall not be returned to the Offerors. With the exception of proprietary financial information, the submissions shall become the property of the Department and the Department shall have the right to distribute or use such information as it determines.

F.7 Examination of Submissions

Offerors are expected to examine the requirements of all instructions (including all amendments, addenda, attachments and exhibits) in this RFP. Failure to do so shall be at the sole risk of the Offeror and may result in disqualification.

F.8 Late Submissions: Modifications

- A. Any submission or best and final offer received at the office designated in this RFP after the exact time specified for receipt shall not be considered.
- B. Any modification of a submission, including a modification resulting from the CCO's requests for best and final offers, is subject to the same conditions as in F.8.A stated above.
- C. The only acceptable evidence to establish the time of receipt at the Department's office is the time-date stamp of such installation on the submission wrapper or other documentary evidence of receipt maintained by the installation.

- D. Notwithstanding any other provisions of this Request for Proposals to the contrary, a late modification of an otherwise successful submission which makes its terms more favorable to the Department may be considered at any time it is received and may be accepted.
- E. Submissions shall be irrevocable and remain in full force and effect for a period not less than 120 days after receipt of submissions.

F.9 No Compensation for Preparation of Submissions

The Department shall not bear or assume any financial obligations or liabilities regarding the preparation of any submissions submitted in response to this RFP, or prepared in connection therewith, including, but without limitation, any submissions, statements, reports, data, information, materials or other documents or items.

F.10 Rejection of Submissions

The Department reserves the right, in its sole discretion:

- A. To cancel this solicitation or reject all submissions.
- B. To reject submissions that fail to prove the Offeror's responsibility.
- C. To reject submissions that contain conditions and/or contingencies that in the Department's sole judgment, make the submission indefinite, incomplete, otherwise non-responsive, or otherwise unacceptable for award.
- D. To waive minor irregularities in any submission provided such waiver does not result in an unfair advantage to any Offeror.
- E. To take any other action within the applicable Procurement Regulations or law.
- F. To reject the submission of any Offeror that has submitted a false or misleading statement, affidavit or certification in connection with such submission or this Request for Proposals.

F.11 Limitation of Authority

Only a person with prior written authority from the CCO shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clauses or conditions of the contract. Furthermore, any alteration, amendment, modification, or waiver of any clause or condition of this RFP is not effective or binding unless made in writing and signed by the CCO or its authorized representative.

F.12 Non-Responsive Pricing

In general, the Department will consider a proposal non-responsive if Offeror's price is greater than 150% of the median price submitted by other Offerors. The Department reserves the right to deem a proposal non-responsive if Offeror's price is greater than 150% of the independent government estimate.

SECTION G INSURANCE REQUIREMENTS

G.1 Required Insurance

The contractor will be required to maintain the following types of insurance throughout the life of the contract. The Contractor shall be responsible for the payment of all costs associated with the required insurance, including any and all premiums and, in the case of a claim, any applicable deductible.

G.1.1 Commercial general public liability insurance (“Liability Insurance”) against liability for bodily injury and death and property damage, such Liability Insurance to be in an amount not less than Five Million Dollars (\$5,000,000) for liability for bodily injury, death and property damage arising from any one occurrence and Five Million Dollars (\$5,000,000) from the aggregate of all occurrences within each policy year. The policy should include completed operations coverage. The Design-Builder will be required to maintain this coverage in force for a period of at least two years after substantial completion.

G.1.2 Workers’ compensation and Employers Liability coverage providing statutory benefits for all persons employed by the contractor, or its contractors and subcontractors at or in connection with the Work.

G.1.3 Automobile Liability, including Hired and Non-Owned Auto Liability in the amount of at least One Million Dollars (\$1,000,000) for each occurrence for bodily injury and property damage.

G.1.4 Excess umbrella liability coverage (on at least a follow form basis) and when combined with the general liability policy has an aggregate limit of at least Ten Million Dollars (\$10,000,000).

G.1.5 The Department intends to purchase a builder’s risk policy that will cover the work being installed by the Design-Builder as well as the value of the base building. This policy will be in lieu of builder’s risk insurance that would typically be carried by the Design-Builder.

G.1.6 With respect to the design team, errors and omissions coverage written on a claims made basis and having an aggregate policy limit of at least Two Million Dollars (\$2,000,000).

G.2 Additional Insureds

Each insurance policy shall be issued in the name of the contractor and shall name as additional insured parties the Department and the District of Columbia, and shall not be cancelable or reduced without thirty (30) days prior written notice to the Department.

G.3 Waiver of Subrogation

All such insurance shall contain a waiver of subrogation against the Department and the District of Columbia, and their respective agents.

G.4 Strength of Insurer

All insurance shall be placed with insurers that are reasonably acceptable to the Department and with an A.M. Best's rating of not less than A- (Excellent) and a surplus size of not less than XV. All such insurers shall be licensed/approved to do business in the District of Columbia.

SECTION J BONDS

J.1 Bid Bond

Offerors are required to submit with their proposal a bid bond in the amount of \$50,000. All bonding companies must be included on the Department of Treasury's Listing of Approved Sureties. Alternatively, Offerors may submit a cashier's check or irrevocable letter of credit in lieu of a bid bond. However, in the event an Offeror who is awarded a contract fails to post a payment and performance bond for the full value of the contract, the Offeror shall thereby forfeit the full amount of the cashier's check or letter of credit, and the Department shall collect such funds as liquidated damages. If the Offeror chooses to submit a cashier's check or letter of credit in lieu of a bid bond, the Offeror must complete the form included as **Attachment F** and return, notarized, with the Offeror's bid. Letters of credit must be: (i) unconditional and standby; (ii) irrevocable; (iii) issued by an FDIC insured institution that is reasonably acceptable to DGS; and (iv) able to be drawn on in the Washington, DC metropolitan area. The letter of credit shall provide that it may be drawn upon if the holder of the letter of credit submits a signed statement by DGS's contracting officer stating that the Offeror has failed to enter into a contract consistent with the terms of this procurement and the Offeror's bid submitted thereunder.

J.2 Trade Subcontractor Bonds

The Form of Contract will require that all trade subcontractors provide a payment and performance bond having a penal value equal to 100% of the cost of the trade subcontract. All such bonds shall be written on a dual-obligee basis.

J.3 Contractor's Payment and Performance Bond

In addition to the trade subcontractor bonds required by Section J.2, the Design-Builder will be required to post a payment and performance bond having a penal value equal to the Lump Sum Price at the time the Contract is executed.

Attachments A1-A11

Concept Designs, Narrative Scopes of Work, Aerial Site Images, and Play Equipment Requirements

Attachment A1

Emery Recreation Center

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Department of General Services



**MODERNIZATION OF THE PLAYGROUND AT
EMERY RECREATION CENTER**

1. INTRODUCTION

The Department of General Services (DGS) will issue a design-build contract for the proposed scope of work.

Over the last few weeks, DGS and DPR vetted design options with the community for the site. The rendered site plan shown in the attached exhibit synthesizes the ideas and desires expressed by the community, and it is this design that DGS seeks to develop into a newly renovated playground.

2. LOCATION

Emery Recreation Center is located at 5701 Georgia Avenue, NW, Washington, DC. The playground is located adjacent to the recreation center. See attached exhibit.

3. SCOPE OF WORK

The Department of General Services ("Office" or "DGS") plans to deliver this project through a design-build delivery method. A narrative for the scope of work is listed in the sections below. If deviations or conflicts arise from what is referenced in the program requirements/scope of work and field conditions, the Design-Builder shall submit a request for clarification.

Please find enclosed a concept design drawing (Exhibit A) for the playground. The DB contractor should include an allowance of \$250,000.00 for play equipment only, and include pricing for PIP safety surfacing as shown on the attached plan or required by playground safety standards.

DGS requires the Design-Builder to hire a Landscape Architect to further develop the concept design drawing for DGS's approval. In addition, DGS requires the Design-Builder to retain services of a certified Arborist for the project. During the Construction Phase, the Design-Builder will implement the approved drawings, providing all labor, materials, supervision and other services as may be necessary to accomplish this task.

Site will require a phase 1 archaeological study and coordination with District's Historic Preservation office. Provide a geotechnical and site survey report for the project site. All amenities and access to all amenities must meet or exceed all ADA accessibility standards, specifically the entrances to the playground areas.

4. Program of requirements for current and intended use:

A. Current use

The existing playground includes outdated play equipment that are posing a safety hazard to children using the facility.

B. Intended use

Please note that the proposal is to dismantle and remove the existing play equipment, fencing, underground foundations for play equipment, safety surfaces and install new play equipment, fencing, benches, tables, water fountains, adult exercise area equipment, custom signage, retaining walls, steel shade shelter and landscaping. The scope of works includes:

C. Site work

1. **Erosion and Sediment Control:** Furnish and install sediment and erosion control measures inclusive of but not limited to: silt fencing, construction entrances around the existing playground.
2. **Tree protection:** Install construction fencing to protect all existing trees during construction.
3. **Seat walls:** Install 18" tall seat walls in both the area adjacent to the existing parking lot, basketball court entrances and within the play area as shown on the concept plan.
4. **Fitness Equipment:** Provide and install Playworld Energi Prime System – 5 station and welcome sign placed on concrete slab.
5. **Playground berm:** Install playground berm within center area of playground as shown on the concept plan.

D. Landscape Features

Provide and install trees, shrubs and plants as depicted on the concept plan.

E. Play Equipment and Safety Surface:

1. Dismantle and remove existing surfacing, play equipment, foundations and benches within the existing playground.
2. Provide custom park welcome sign, to be located adjacent to the existing parking lot as shown on the concept plan (Exhibit B).
3. Provide and install a custom arched playground entrance sign in the SE corner of the playground area; sign should be visible from Madison Street, NW (Exhibit F).
4. Provide and install Playworld single post swing; one bucket swing and one ADA swing; Product: #SWING-SP8. Swing should contain anti-wrapping axis swivels.
5. Provide and install Playworld single post swing; two belt seats; Product: #SWING-SP8. Swing should contain anti-wrapping axis swivels.
6. Provide and install Playworld 5-12; Model 350-1207.

7. Provide and install two (2) Playworld Hillside Slides; custom for 48" berm.
8. Provide and install Playworld 2-5; Model 350-0722 (with roof).
9. Provide and install Playworld 5-12; Product No. ZZXX0151.
10. Provide and install Playworld Quattro seesaw Model ZZXX0598.
11. Provide and install Playworld Speedy Racetrack Springer Model ZZXX0585.
12. Provide and install PIP safety surfacing within the playground area as shown on the concept plan.

F. Site Amenities

1. **Benches:** Provide and install six (6) benches; Dumor model 58-SER-3AR per DPR standards; layout to be determined by DGS.
2. **Game Tables:** Provide and install two (2) game tables; Dumor model 68-175-3-SH 1 per DPR standards; layout to be determined by DGS.
3. **Table and Bench combo:** Provide and install one (1) Dumor model 62-861/92 per DPR standards; layout to be determined by DGS.
4. **Table and Bench combo:** Provide and install one (1) Dumor model 62-861/68 1/92-51 per DPR standards; layout to be determined by DGS.
5. **Trash Receptacles:** Install four (4) Dumor Litter Receptacles with self-closing dome lid and blue recycle receptacles per DPR standards; layout to be determined by DGS.
6. **Park signage:** Install one bulletin board and other required playground signage on the playground fence per the signage standards provided by DPR. Signs and bulletin board to be installed in locations determined by DGS.
7. **Security lighting:** Provide site LED safety lighting throughout the park area; layout to be determined by DGS.
8. Provide and install freeze proof drinking fountains in the playground per DPR standards. Layout to be determined by DGS.
9. **Bike racks:** Provide and install two (2) bike racks per DPR standards. Layout to be determined by DGS.
10. **Shade shelter:** Provide and install 30' x 15' steel shade structure on concrete slab as shown on the concept plan.
11. **Fencing:** provide and install steel ornamental fencing per DPR standards and two (2) gates around perimeter of new playground.
12. **Security cameras:** Provide and install new and/or additional wireless security cameras as required. Items should be included in the project as an add alternate.

13. **Automatic locking gates:** Provide automatic-locking gates programed to lock and unlock at specific times. Items should be included in the project as an add alternate.

G. Description Of Work

The Design-Builder shall provide all necessary services, labor, equipment and materials as required to achieve the work as described in this document.

1. Collection, Assessment and Verification of Existing Conditions

Design-Builder shall be responsible for the collection, assessment, and verification of existing conditions.

2. Archeological Documentation

Design-Builder shall conduct a Phase I archeological survey of the site in accordance with District of Columbia State Historic Preservation Officer's (DC SHPO) standards and guidelines for archaeological survey current at the time of the investigation the standards of DC Historic Preservation Office, and present all findings in a report to DGS within thirty (30) days of NTP. Design-Builder must contact DC SHPO for guidelines.

3. Geotechnical Study

Design-Builder shall conduct a geotechnical study to determine soil and subsurface engineering properties and suitability for the proposed design and to make appropriate recommendations to DGS. Design-Builder shall present all findings in a report to DGS within thirty (30) days of NTP.

4. Site Surveys

Design-Builder shall conduct a complete survey(s) of the site as required to successfully construct the play space. At a minimum, the survey(s) shall include boundary, topographical, and utility data.

5. Meetings

Design-Builder, the Project Manager, DPR and community shall meet as necessary to review Design-Builder's work.

6. Permitting

Design-Builder shall obtain ALL permits necessary to construct the playground, including trade permits.

7. Submittals

Design-Builder shall submit to the Project Manager for review and approval all shop drawings, material data and samples provided by Design-Builder, vendors and/or manufacturers. The Project Manager shall review and approve or reject submittals within five (5) business days of receipt.

8. Construction Schedule

Design-Builder shall submit to the Project Manager for review and approval a construction schedule within 15 business days of NTP.

9. Construction

Design-Builder shall provide all labor, equipment and materials as required to construct the play space, including:

- a. Layout and staking;
- b. Erosion and sediment control;
- c. Site clearing (e.g., demolition, clearing and grubbing as necessary, topsoil stripping and stockpiling as necessary);
- d. Earthwork (e.g., cut, fill, trenching, rough grading, finish grading);
- e. Utility installation, including electric, water, and storm-water management required by the District Department of the Environment;
- f. Paving and surfacing;
- g. Furnishings installations (e.g., benches, fences and gates, litter receptacles).

10. Walk-Through Inspection

At the end of construction, Design-Builder shall perform a walk-through inspection in the presence of the Project Manager and prepare a report stating any deficiencies found during the walk through, and ensure that all the deficiencies are corrected by the Design-Builder prior to demobilization.

11. As-Built Drawings & Warranty Information

Design-Builder shall prepare an "as-built" plan of the site including all the modifications performed during construction, within 30 days of completion. Design-Builder shall also submit warranty information on all design requirements within 30 days of completion.

H. Execution

1. Coordination

Coordination of the work is the responsibility of Design-Builder.

2. Site Cleanliness

During the contract and/or as directed by the Project Manager, as the installation is completed, Design-Builder shall ensure that the site is clear of all extraneous materials, rubbish, or debris.

3. Site Security

Design-Builder shall secure the project work area by a minimum 6.0' chain link fence. Design-Builder shall ensure site is locked during non-work hours.

Protection Of Existing Elements

Design-Builder shall protect all existing features, public utilities, and other existing structures during construction. Design-Builder shall protect existing trees and shrubs from damage during construction. Protection extends to the root systems of existing vegetation. Design-Builder shall not store materials or equipment, or drive machinery, within drip line of existing trees and shrubs.

EXHIBIT- A: SITE PLAN

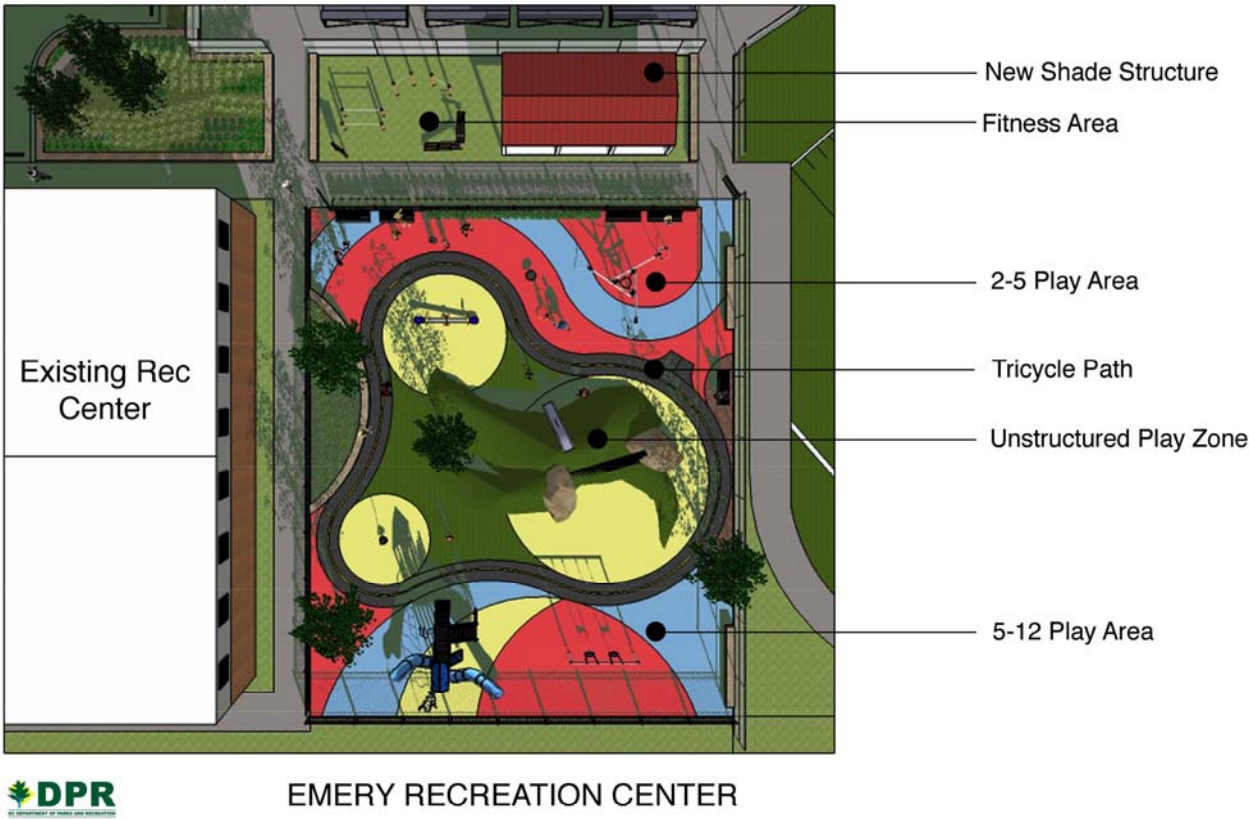


EXHIBIT- B: PERSPECTIVE VIEW OF ENTRANCE SIGN



EXHIBIT- C: PERSPECTIVE VIEW OF FITNESS AREA AND SHADE STRUCTURE



EXHIBIT- D: PERSPECTIVE VIEW OF PLAY AREA (LOOKING NORTH)



EXHIBIT- E: PERSPECTIVE VIEW OF PLAY AREA (LOOKING SOUTH)

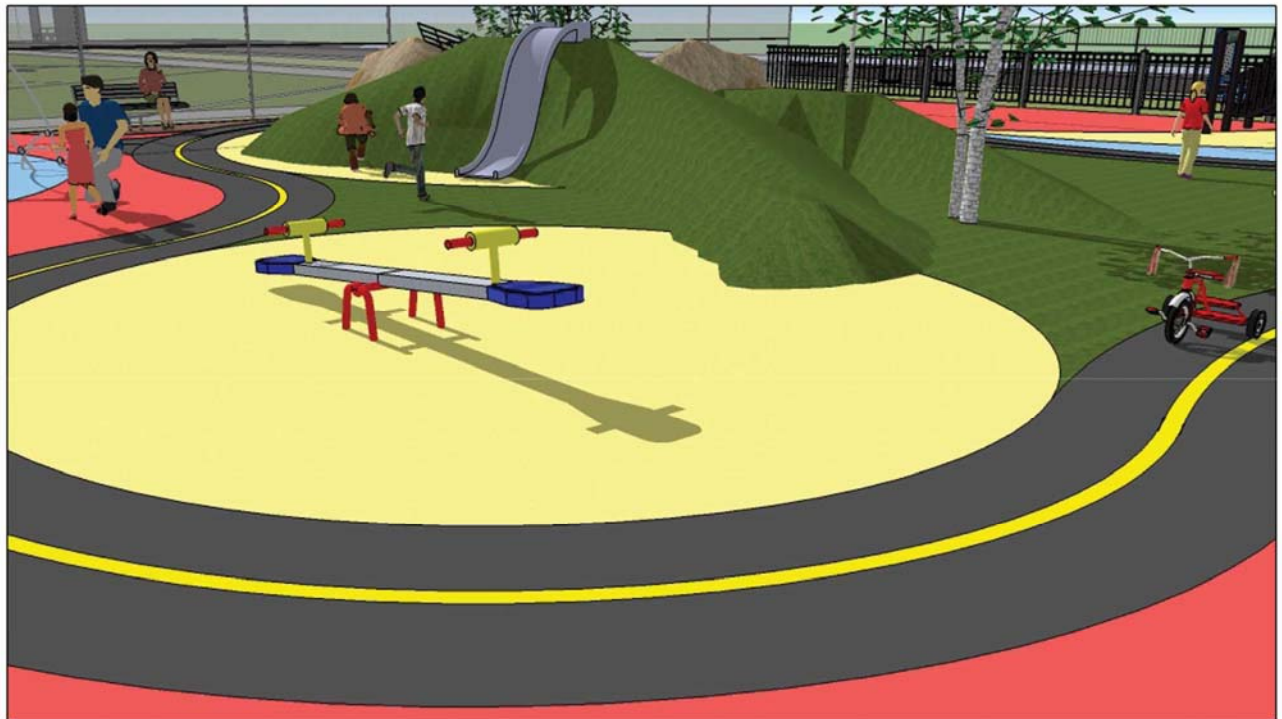


EXHIBIT- F: PERSPECTIVE VIEW OF PLAY AREA ENTRANCE FROM SE CORNER





Aerial Park Map

Ward 4

Emery

Georgia Ave. and Madison St., NW

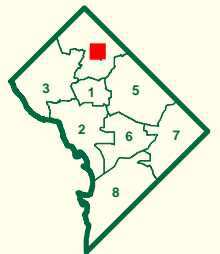


0 50 100 200
1 inch equals 200 feet

- DPR Facility
- Public School
- DC Park boundary
- Ward boundary

Map: ORTHO_Emer
Date: Jan 26, 2007
Scale: 1:2,400
Data Source: OCTO GIS, DPR
Photo Imagery: 2005 Earthdata
Coordinate System: NAD 1983 StatePlane MD
Prepared by: DC Dept of Parks and Recreation/fob

Information on this map is for illustration only. The user acknowledges and agrees that the use of this information is at the sole risk of the user. No endorsement, liability, or responsibility for information or opinions expressed are assumed or accepted by any agency of the District of Columbia Government.





New Shade Structure

Fitness Area

2-5 Play Area

Tricycle Path

Unstructured Play Zone

5-12 Play Area

Existing Rec
Center

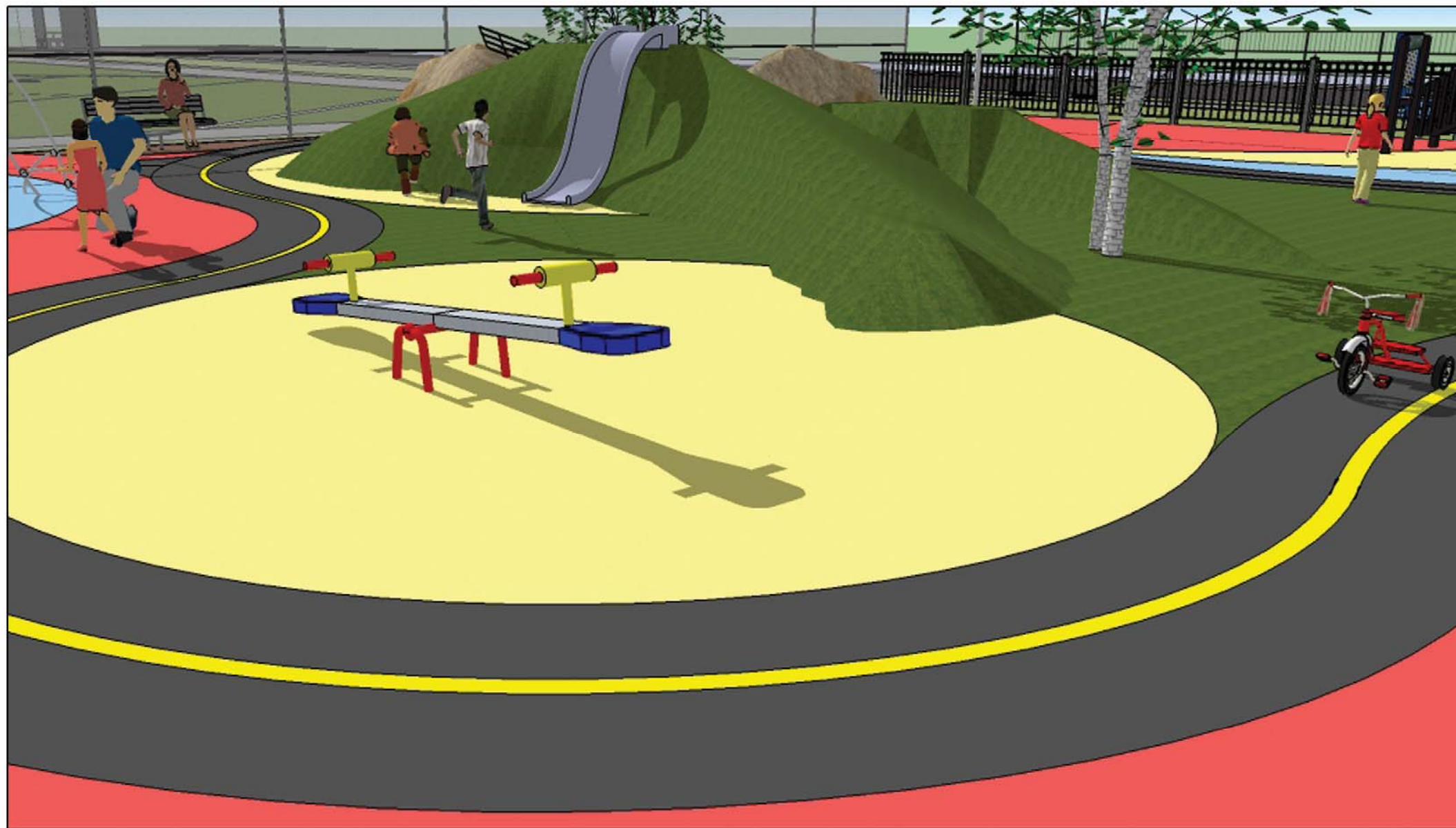
EMERY RECREATION CENTER



Enhanced Pedestrian Visibility



Fitness Area and Shade Pavilion



2-5 Play Space



5-12 Play Space

Attachment A2

Upshur Recreation Center

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Department of General Services



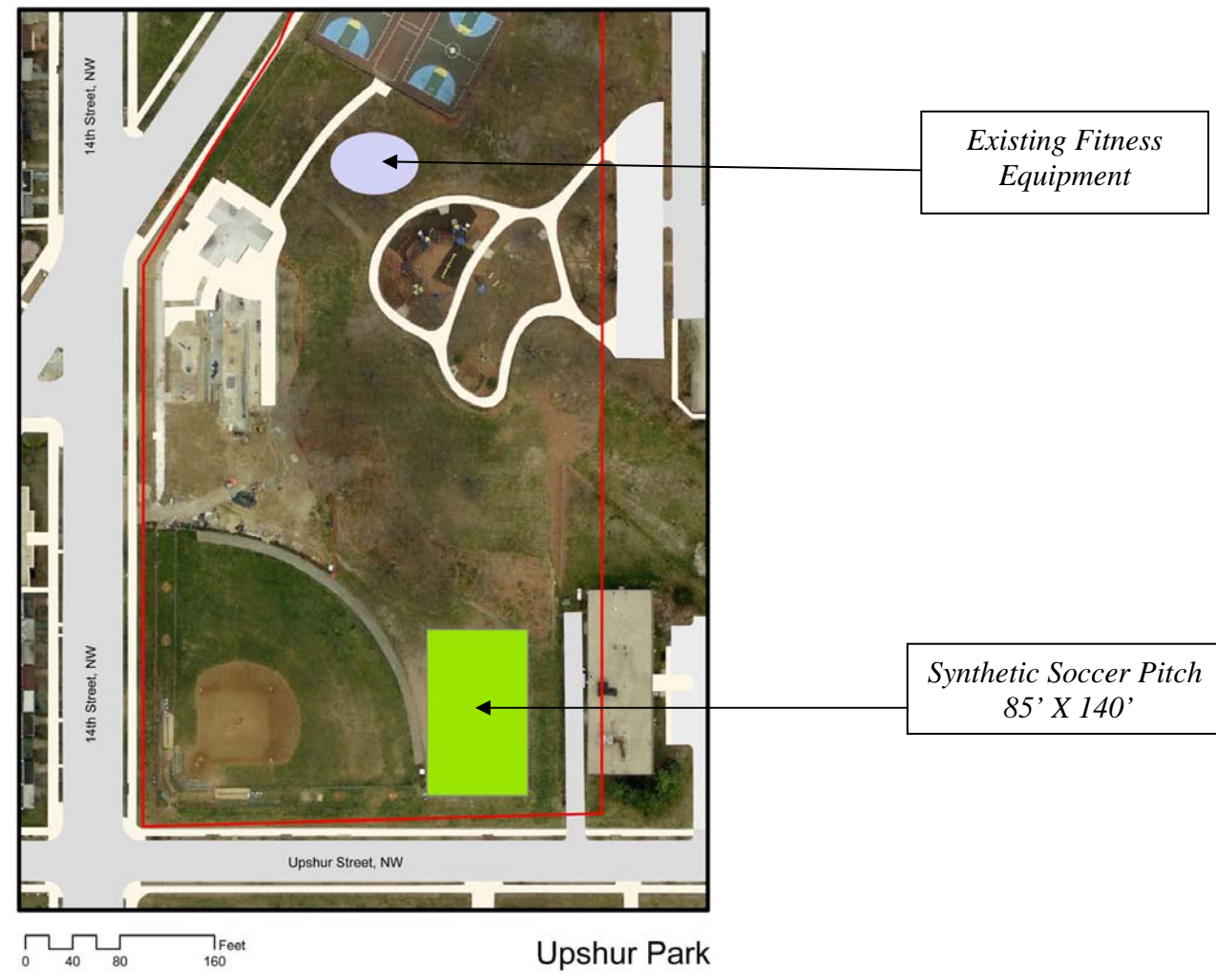
**PARK IMPROVEMENTS AT
UPSHUR PARK AND PLAYGROUND**

1. INTRODUCTION

The Department of General Services (DGS) will issue a design-build contract for the proposed scope of work.

2. LOCATION

Upshur Park is located at 4300 Arkansas Avenue, NW Washington, DC. The playground, basketball courts, fitness equipment, and soccer area are adjacent to the recreation center.



3. SCOPE OF WORK

The Department of General Services (“Office” or “DGS”) plans to deliver this project through a design-build delivery method. A narrative for the scope of work is listed in the sections below. If deviations or conflicts arise from what is referenced in the program requirements/scope of work and field conditions, the Design-Builder shall submit a request for clarification.

DGS requires the Design-Builder to hire a Landscape Architect to develop construction documents for DGS’s approval. During the Construction Phase, the Design-Builder will implement the approved drawings, providing all labor, materials, supervision and other services as may be necessary to accomplish this task. Site will require a phase 1 archaeological study and coordination with District’s Historic Preservation office. Provide a geotech and site survey report for the project site. All amenities and access to all amenities must meet or exceed all ADA accessibility standards.

4. Program of requirements for current and intended use:

A. Current use

The existing park includes outdated fitness equipment that is posing a safety hazard to children using the facility, a dirt soccer field, and basketball courts.

B. Intended use

The proposal is to dismantle and remove the existing fitness equipment and associated pad or underground foundations for the fitness equipment. Contractor shall install new fence latches around the sandbox, install a 85’ x 140’ soccer pitch with 6” flush concrete curb, re-surface basketball courts using premier court material, new hoops and backboards, new soccer goals and site amenities including: trash receptacles, benches and sandbox restoration.

C. Site work

1. **Erosion and Sediment Control:** Furnish and install sediment and erosion control measures inclusive of but not limited to; silt fencing, construction entrances around the existing playground.
2. **Tree protection:** Install construction fencing to protect all existing trees during construction.
3. Seed and straw all areas surrounding the new synthetic turf field. Contractor is responsible to water and mow seeded area until the grass has been established.
4. Install 60” wide asphalt walking path from Upshur St to 14th St along the exterior outfield baseball field fence. Item should be included in the project as an add alternate.

5. Install standard DPR ornamental fencing along 14th St where the seat wall ends to a point at which the steps meet the recreation center plaza entrance at Arkansas Avenue. Item should be included in the project as an add alternate.

D. Site Amenities

1. **Fencing and gates:** Replace latches on the fencing surrounding the sandbox. Provide and install 8' high, vinyl-coated chain-link fence and posts with lockable gates surrounding the basketball courts.
2. **Premier Court:** Provide and install a new court surface consisting of 100% open celled, polyurethane foam product with a polypropylene backing and a polyester facing material. Product is manufactured by Premier Courts. Court system shall consist of the following but is not limited to: polyurethane foam product, court mylar, seam fabric, perimeter fabric, seam compounds and seam cover fabric, standard color. Color of court shall be determined by DGS during the submittal process.
3. **Basketball Goals:** Contractor shall furnish and install four (4) new basketball systems by Ultimate Playground Basketball System model BA873U-BK including padding model BA870PP-BK for the pole and padding model BA72U-BK for the backboard.
4. **Benches:** Provide two (2) surface mounted Ultra Site benches model 942SM-DP6 on the basketball court and two (2) surface mounted (on concrete pads) Ultra Site benches model 942SM-DP6 soccer pitch.
5. **Trash Receptacles:** Provide two (2) trash receptacles close to the basketball court and two (2) trash receptacles close to the soccer pitch per DPR standards.
6. **Soccer Pitch:** Provide a synthetic turf 85' X 140' soccer pitch with 6" flush curb per Field Turf Standards. Field markings will be determined by DGS during the design phase.
7. **Soccer Goals:** Provide two (2) soccer goals. Size will be determined during the design phase.
8. **Sandboxes:** Provide additional sand to restore existing sandboxes and install method to contain the sand within the sand box enclosure.
9. **Park signage:** Install one set of park hours, safety signs on the basketball court fence and miscellaneous athletic field signs per the signage standards provided by DPR. Signs and bulletin boards to be installed in locations determined by DGS.
10. **Athletic Court Lighting:** Install new Musco athletic sports lighting fixtures/poles at the basketball courts to illuminate the courts. The sports lighting is to be integrated with a new Musco lighting control system installed by the design-build contractor.

E. Description Of Work

The Design-Builder shall provide all necessary services, labor, equipment and materials as required to achieve the work as described in this document.

1. Collection, Assessment and Verification of Existing Conditions

Design-Builder shall be responsible for the collection, assessment, and verification of existing conditions.

2. Archeological Documentation

Design-Builder shall conduct a Phase I archeological survey of the site in accordance with District of Columbia State Historic Preservation Officer's (DC SHPO) standards and guidelines for archaeological survey current at the time of the investigation the standards of DC Historic Preservation Office, and present all findings in a report to DGS within thirty (30) days of NTP. Design-Builder must contact DC SHPO for guidelines.

3. Geotechnical Study

Design-Builder shall conduct a geotechnical study to determine soil and subsurface engineering properties and suitability for the proposed design and to make appropriate recommendations to DGS. Design-Builder shall present all findings in a report to DGS within thirty (30) days of NTP.

4. Site Surveys

Design-Builder shall conduct a complete survey(s) of the site as required to successfully construct the park. At a minimum, the survey(s) shall include boundary, topographical, and utility data.

5. Meetings

Design-Builder, the Project Manager, DPR and community shall meet as necessary to review Design-Builder's work.

6. Permitting

Design-Builder shall obtain ALL permits necessary to construct the playground, including trade permits.

7. Submittals

Design-Builder shall submit to the Project Manager for review and approval all shop drawings, material data and samples provided by Design-Builder, vendors and/or manufacturers. The Project Manager shall review and approve or reject submittals within five (5) business days of receipt.

8. Construction Schedule

Design-Builder shall submit to the Project Manager for review and approval a construction schedule within 15 business days of NTP.

9. Construction

Design-Builder shall provide all labor, equipment and materials as required to construct the park, including:

- a. Layout and staking;
- b. Erosion and sediment control;
- c. Site clearing (e.g., demolition, clearing and grubbing as necessary, topsoil stripping and stockpiling as necessary);
- d. Earthwork (e.g., cut, fill, trenching, rough grading, finish grading);
- e. Utility installation, including electric, water, and storm-water management required by the District Department of the Environment;
- f. Paving and surfacing;
- g. Furnishings installations (e.g., benches, fences and gates, litter receptacles).

10. Walk-Through Inspection

At the end of construction, Design-Builder shall perform a walk-through inspection in the presence of the Project Manager and prepare a report stating any deficiencies found during the walk through, and ensure that all the deficiencies are corrected by the Design-Builder prior to demobilization.

11. As-Built Drawings & Warranty Information

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Aerial Park Map

Ward 4

Upshur 14th St. and Arkansas Ave., NW

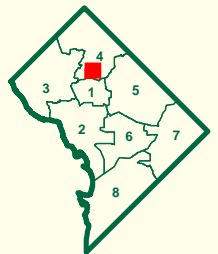


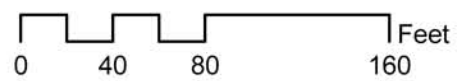
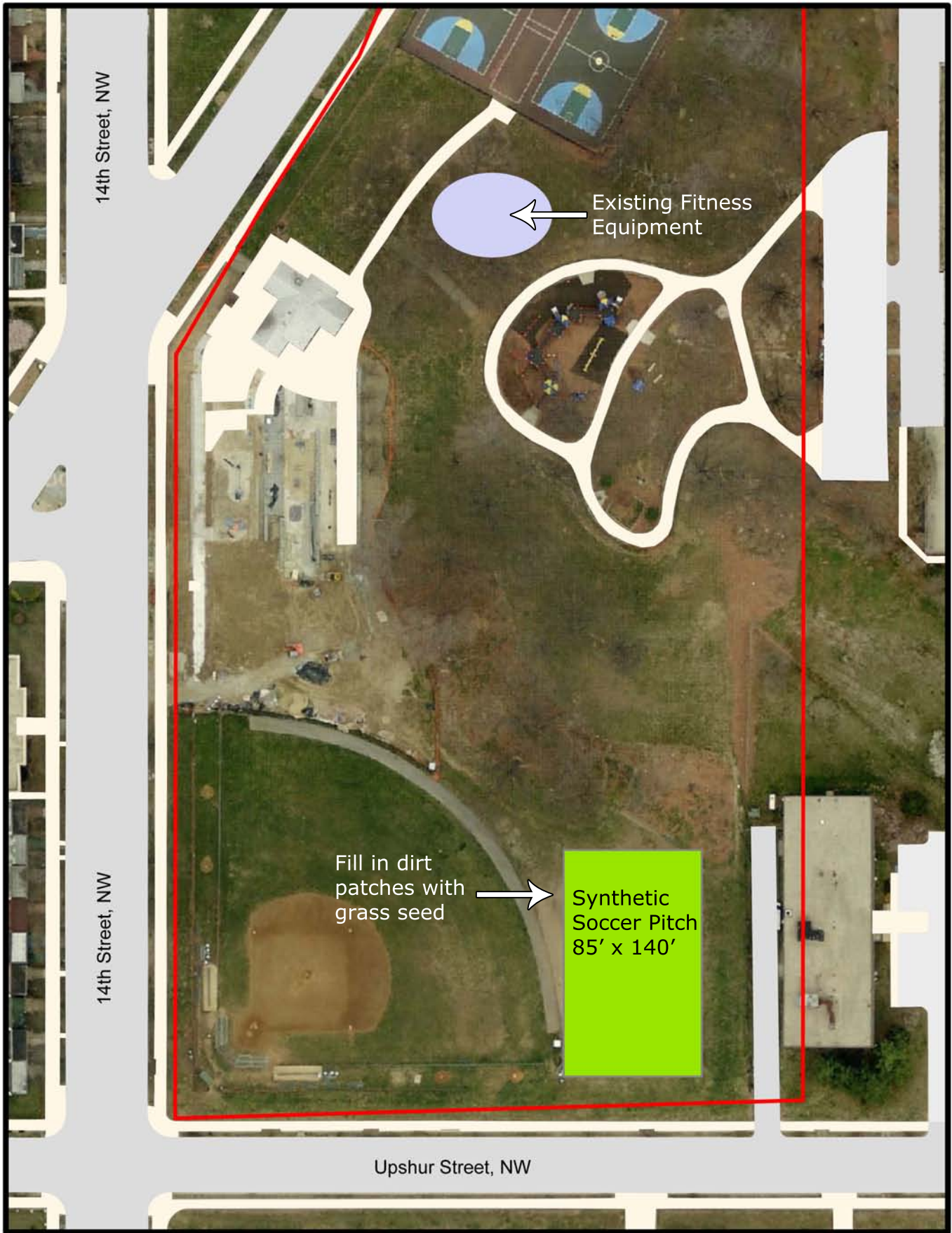
0 50 100 200
1 inch equals 200 feet

- DPR Facility
- Public School
- DC Park boundary
- Ward boundary

Map: ORTHO_Upshur
Date: Jan 26, 2007
Scale: 1:2,400
Data Source: OCTO GIS, DPR
Photo Imagery: 2005 Earthdata
Coordinate System: NAD 1983 StatePlane MD
Prepared by: DC Dept of Parks and Recreation/fob

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Upshur Park

Attachment A3

Brentwood Park

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Department of General Services



**MODERNIZATION OF THE PLAYGROUND AT
BRENTWOOD RECREATION CENTER**

1. INTRODUCTION

The Department of General Services (“Office” or “DGS”) will issue a design-build contract for the proposed scope of work.

Over the last few weeks, DGS and DPR vetted design options with the community for the site. The rendered site plan shown in the attached exhibit synthesizes the ideas and desires expressed by the community, and it is this design that DGS seeks to develop into a newly renovated playground.

2. LOCATION

Brentwood playground is located at 2311 14th Street, NE, Washington, DC. The Play areas are adjacent to the recreation center. See attached exhibit.

3. SCOPE OF WORK

The Department of General Services (“Office” or “DGS”) plans to deliver this project through a design-build delivery method. A narrative for the scope of work is listed in the sections below. If deviations or conflicts arise from what is referenced in the program requirements/scope of work and field conditions, the Design-Builder shall submit a request for clarification.

Please find enclosed a concept design drawing (exhibit attached) for the playground. The DB contractor should include an allowance of \$250,000.00 for play equipment only, (exhibit attached), and include pricing for PIP safety surfacing as shown on the attached plan or required by playground safety standards.

DGS requires the Design-Builder to hire a Landscape Architect to further develop the concept design drawing for DGS’s approval. In addition, DGS requires the Design-Builder to retain services of a certified Arborist for the project. During the Construction Phase, the Design-Builder will implement the approved drawings, providing all labor, materials, supervision and other services as may be necessary to accomplish this task.

Site will require a phase 1 archaeological study and coordination with District's Historic Preservation office. Provide a geotech and site survey report for the project site. All amenities and access to all amenities must meet or exceed all ADA accessibility standards, specifically the entrances to the playground areas.

4. PROGRAM OF REQUIREMENTS FOR CURRENT AND INTENDED USE

A. Current use

The existing playground includes outdated play equipment and a couple of swings that are posing a safety hazard to children using the facility. There are also existing basketball court and baseball field.

B. Intended use

The proposal is to dismantle and remove the existing play equipment, fencing, underground foundations for play equipment, safety surfaces and install new play equipment, safety surface, fencing, benches, water fountain, walking path, adult exercise area/equipment and landscaping. The scope of work includes:

C. Site work

1. **Erosion and Sediment Control:** Furnish and install sediment and erosion control measures inclusive of but not limited to; silt fencing, construction entrances around the existing playground.
2. **Tree protection:** Install construction fencing to protect all existing trees during construction.
3. Install 6 feet wide decomposed granite walking path as shown on the attached plan and provide accessible pathways to play spaces.
4. Provide two Life Trail exercise stations on broom finish concrete pad and distance markers along the path as shown on the attached concept plan.
 - a. Station 1: one tower and three panels
 1. Model zzlt0064 (ADA stretch)
 2. Model zzltoo6o (Shoulder stretch)
 3. Model zzlt0047s (Lower body cycling exercises)
 - b. Station 2: one tower and three panels
 1. Model zzlt0064 (ADA stretch)
 2. Model zzltoo6o (Shoulder stretch)
 3. Model zzlt0047s (Lower body cycling exercises)
 - c. Provide and install welcome sign at the exercise stations
5. Remove the existing fence around the playground and install new ornamental black tubular steel four foot high fence and gates to enclose the new playground as shown on the concept plan.
6. Provide and install a steel frame 10' x 30' shade structure near the 15th Street, NE side of the recreation center.
7. Provide and install steel frame shelter 16' x 16' shade structure located in the picnic area. Item should be included in the project as an add alternate.

D. Play Equipment and Safety Surface:

1. Dismantle and remove existing play equipment, foundations and benches from the existing two play grounds. Remove the existing gazebo between the 2 playgrounds.

2. Install PIP safety surface and play equipment specified by the manufacturer for both 2-5 year old and for 6-12 year old playground areas.
3. Provide and install two Playworld Bench Boulders model zzbd0012.
4. Provide and install medium Playworld Playweb model zzxx0019 in the center of the playground area.
5. Install swing sets as per the concept plan.
 - a. Install single post with one bucket seat and one accessible swing seat in 2-5 play area.
 - b. Install single post swing with two belt seats in 5-12 play area.
6. Provide and install Playworld Challenger playground model 350-1208 as per the manufacturer's recommendation.
7. Provide and install Playworld Spinami model zzxx0151.
8. Provide and install Playworld Quattro Seesaw model zzxx0598.
9. Provide and install Playworld Speedy Racetrack Springer model zzxx0585.
10. Provide a PIP safety surface per the concept plan where the safety surface/PIP rubber should be contiguous between the play equipment and install safety surface as per the pattern on the concept plan.

E. Site Amenities

1. **Benches:** Install eight (8) new benches layout to be determined model Dumor product number 58-SER-3AR.
2. **Trash Receptacles:** Install four (4) Dumor Litter Receptacle with self-closing dome lid and blue recycle receptacles under side plaza structure per DPR standards.
3. **Park signage:** Install one bulletin board near the recreation center and one set of park hours and safety signs on the playground fence per the signage standards provided by DPR. Signs and bulletin boards to be installed in locations determined by DGS.
4. **Security lighting:** Provide site LED safety lighting throughout the park area.
5. Install freeze proof drinking fountains in the playground per DPR standards.

6. **Park furniture:** Install game tables, picnic tables, trash receptacles, bench boulders, bike racks and seating under the pavilion and throughout the park per the DPR standards. Layout to be determined by DGS during the design phase.

F. Description Of Work

The Design-Builder shall provide all necessary services, labor, equipment and materials as required achieving the work as described in this document.

1. **Collection, Assessment and Verification of Existing Conditions**

Design-Builder shall be responsible for the collection, assessment, and verification of existing conditions.

2. **Archeological Documentation**

Design-Builder shall conduct a Phase I archeological survey of the site in accordance with District of Columbia State Historic Preservation Officer's (DC SHPO) standards and guidelines for archaeological survey current at the time of the investigation the standards of DC Historic Preservation Office, and present all findings in a report to DGS within thirty (30) days of NTP. Design-Builder must contract DC SHPO for guidelines.

3. **Geotechnical Study**

Design-Builder shall conduct a geotechnical study to determine soil and subsurface engineering properties and suitability for the proposed design and to make appropriate recommendations to DGS. Design-Builder shall present all findings in a report to DGS within thirty (30) days of NTP.

4. **Site Surveys**

Design-Builder shall conduct a complete survey(s) of the site as required to successfully construct the park. At a minimum, the survey(s) shall include boundary, topographical, and utility data.

5. **Meetings**

Design-Builder, the Project Manager, DPR and community shall meet as necessary to review Design-Builder's work.

6. **Permitting**

Design-Builder shall obtain all permits necessary to construct the playground, including trade permits.

7. **Submittals**

Design-Builder shall submit to the Project Manager for review and approval all shop drawings, material data and samples provided by Design-Builder, vendors and/or manufacturers. The Project Manager shall review and approve or reject submittals within five (5) business days of receipt.

8. Construction Schedule

Design-Builder shall submit to the Project Manager for review and approval a construction schedule within 15 business days of NTP.

9. Construction

Design-Builder shall provide all labor, equipment and materials as required to construct the park, including:

- a. Layout and staking;
- b. Erosion and sediment control;
- c. Site clearing (e.g., demolition, clearing and grubbing as necessary, topsoil stripping and stockpiling as necessary);
- d. Earthwork (e.g., cut, fill, trenching, rough grading, finish grading);
- e. Utility installation, including electric, water, and storm-water management required by the District Department of the Environment;
- f. Paving and surfacing;
- g. Furnishings installations (e.g., benches, fences and gates, litter receptacles).

10. Walk-Through Inspection

At the end of construction, Design-Builder shall perform a walk-through inspection in the presence of the Project Manager and prepare a report stating any deficiencies found during the walk through, and ensure that all the deficiencies are corrected by the Design-Builder prior to demobilization.

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Aerial Park Map

Ward 5

Brentwood

15th and Downing Sts., NE



0 50 100 200
1 inch equals 100 feet

- DPR Facility
- Public School
- DC Park boundary
- Ward boundary

Map: ORTHO_Brentwood
Date: Jan 26, 2007
Scale: 1:1,200
Data Source: OCTO GIS, DPR
Photo Imagery: 2005 Earthdata
Coordinate System: NAD 1983 StatePlane MD
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